

TEST PLAN

HUMAN RESOURCE ANALYST 1 - #1320

1. Minimum Qualifications Screening
2. Those passing the minimum qualifications screening may receive a grade notice that shows a final score of "Qualified"; or Agency may develop test questions and rating criteria at the time of recruitment.
3. Those with a score of "Qualified" - or those ranking highest on the test will be invited to participate in the next phase of the selection process.
4. If you are hired, certain knowledge and skills will be assessed during your trial service period.

MINIMUM QUALIFICATIONS

A bachelor's degree in Human Resource Management, Organizational Behavior or Development, Business or Public Administration, the Applied Behavioral Sciences, Industrial Relations or a job-related course of study determined by the appointing authority; **OR**

Valid Certification as a Professional in Human Resource awarded by the Human Resource Certification Institute, and one-year Human Resource experience;

OR

three years Human Resource paraprofessional or technical-level experience.